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ANDAMAN AND NICOBAR ADMINISTRATION
DIRECTORATE OF TOURISM

NOTIFICATION

Port Blair, dated the 12th May, 2011

No. 124/2011/F.No.12-28/RR/2009/Group 'C' Tourism.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution, read with Govt. of India, Ministry of Home Affairs, Notification No.14/3/60-ANL dated 11th April, 1960 and in supersession of A&N Gazette Notification No. 63/81/F.No. 15-160/80-Pty. dated 20.05.1982, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby makes the following rules regulating the method of recruitment to the Group 'C' (Non-Gazetted, Non-Ministerial) post of LIGHT MOTOR VEHICLE DRIVER borne in the Directorate of Tourism, Andaman and Nicobar Administration, namely:—

1. Short title and commencement :-

- (i) These rules may be called the Andaman and Nicobar Administration (Group 'C' (Non-Gazetted, Non-Ministerial) post of LIGHT MOTOR VEHICLE DRIVER) Recruitment Rules, 2011.
- (ii) They shall come into force with effect from the date of their publication in the Official Gazette.

2. Number of posts, classification and scale of pay:-

The number of posts and their classification and scale of pay attached thereto shall be as specified in paras 2 to 4 of the Schedule-I to annexed to these rules.

3. Method of recruitment, age limit, qualification etc.:-

The method of the recruitment, age limit, qualifications and other matters relating to the said post shall be as specified in paras 5 to 15 of the said Schedule.

4. Disqualification:-

No person —

- a) Who has entered into or contracted a marriage with a person having a spouse living ; or
- b) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post:

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, may, if satisfied, that such marriage is permissible under the personal law applicable to such persons and other party to the marriage and that there are other grounds for doing so, exempt any person from the operation of this rule.

5. Power to relax:-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient so to do, he may, by order and for reasons to be recorded in writing, relax any of the provisions of these rules with respect to any class or category of persons.

6. Savings:-

Nothing in these rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the candidates belongs to Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

Lt. General (Retd.) Bhopinder Singh, PVSM, AVSM
Lieutenant Governor,
Andaman and Nicobar Islands.

By order and in the name of the Lieutenant Governor,

Sd./-
(Saramma J.)
Assistant Director (Admn.)
Directorate of Information,
Publicity and Tourism
Port Blair

SCHEDULE - I**RECRUITMENT RULES FOR THE POST OF LIGHT MOTOR VEHICLE DRIVER,
DIRECTORATE OF TOURISM**

1.	Name of post	LIGHT MOTOR VEHICLE DRIVER
2.	Number of post	20 (Twenty) (2011) (Subject to variation dependent on workload)
3	Classification	General Central Services Group 'C' (Non-Ministerial)
4.	Pay Band and Grade Pay/ Pay Scale	PB-I Rs. 5200-20200 + G P Rs. 1900
5.	Whether selection post or non-selection post	Selection
6.	Age limit for direct recruits	18-33 years (Relaxable for Government Servants upto 5 years in accordance with the instructions/orders issued by the Central Govt. from time to time) Note: The crucial date for determining the age limit shall be the closing date for receipt of names/applications from Employment Exchange/Candidates
7.	Whether benefits of added years of service admissible under Rule 30 of the CCS (Pension) Rules, 1978 ?	No
8.	Educational and other qualifications required for direct recruitments	<p>Essential:</p> <ul style="list-style-type: none"> (i) Must have passed Secondary School Examination (Xth Std.) from a recognized Board/Institution (ii) Must possess a valid Light Motor Vehicle Driving License (iii) Must qualify Written / Trade Test <p>Desirable:</p> <ul style="list-style-type: none"> (i) Three years experience in driving Light Motor Vehicle (ii) Knowledge of Motor Mechanism and Capable to locate and rectify minor defects in the vehicle (iii) Must have good knowledge of Traffic Regulation

9.	Whether age and educational qualifications prescribed for direct recruitments will apply in the case of promotees ?	Age : No E.Q. : Yes
10.	Period of probation, if any	2 (Two) years
11.	Method of recruitment, whether by direct or by promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods	25% by promotion failing which by direct recruitment 75% by direct recruitment
12.	In case of recruitment by promotion/deputation/transfer grades from which promotion/deputation/transfer to be made	From amongst the Cleaners of the department in the pay in PB-1 with Grade Pay Rs. 1800 with 03 years regular service in the grade and possessing the EQ prescribed for direct recruit under para 8
13.	If a DPC exists, what is its composition ?	<u>Group 'C' DPC (for Promotion/Confirmation) consisting of:-</u> 1) Director (Tourism) - Chairman 2) Dy. Director (Tourism) - Member 3) Executive Engineer (Mech.) (Transport Department) - Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job description	Attached as Annexure to the Schedule

Annexure - I**Duties and Responsibilities for the post of
LIGHT MOTOR VEHICLE DRIVER**

1. He should possess valid Driving License in hand;
2. He should wear proper uniform daily;
3. He must be able to read English/Hindi, Numerical and Figures;
4. He should drive the vehicle in safe way as per traffic rules;
5. He should be punctual in attendance;
6. He should maintain true and correct entry of the journeys of vehicle in the log book and maintain accounts for the fuel drawn for vehicle on weekly basis;
7. He should get the log book verified and signed by the designated authority on monthly basis;
8. He should keep the vehicle neat and clean by water washing, wiping and polishing;
9. He should check the oil, lubricant, water and brake every day before the vehicle being taken for driving;
10. He must have practical knowledge of petrol and diesel engine working and able to locate faults and rectify minor running defects;
11. He must be able to change wheels and correctly inflate the tyre;
12. He should maintain tool kit in the vehicle;
13. He should keep the spare wheels/parts in the vehicle in safe custody and in good condition;
14. On the vehicle being sent for repairs etc., he would be required to maintain close co-ordination with workshop to get the vehicle repaired in time and keep himself abreast of the progress of repair/replacement of damaged parts etc.;
15. The damaged/replaced parts of vehicle after repair shall be made available to vehicle in-charge of the office;
16. He should maintain a date-wise record entry in respect of the repairs, cost of spareparts replaced at the time of carryingout the repair;
17. He is responsible for timely reporting of breakdowns/accidents to the authorities.